

## Auditing Procedures Report

Issued under P.A. 2 of 1968, as amended and P.A. 71 of 1919, as amended.

Local Unit of Government Type <input type="checkbox"/> County <input type="checkbox"/> City <input type="checkbox"/> Twp <input type="checkbox"/> Village <input checked="" type="checkbox"/> Other		Local Unit Name Tri-Town Fire Department	County Oscoda
Fiscal Year End 3/31/07	Opinion Date 8/14/07	Date Audit Report Submitted to State 9/28/07	

We affirm that:

We are certified public accountants licensed to practice in Michigan.

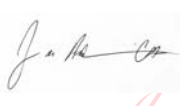
We further affirm the following material, "no" responses have been disclosed in the financial statements, including the notes, or in the Management Letter (report of comments and recommendations).

YES NO **Check each applicable box below.** (See instructions for further detail.)

- ☒ ☐ All required component units/funds/agencies of the local unit are included in the financial statements and/or disclosed in the reporting entity notes to the financial statements as necessary.
- ☒ ☐ There are no accumulated deficits in one or more of this unit's unreserved fund balances/unrestricted net assets (P.A. 275 of 1980) or the local unit has not exceeded its budget for expenditures.
- ☒ ☐ The local unit is in compliance with the Uniform Chart of Accounts issued by the Department of Treasury.
- ☒ ☐ The local unit has adopted a budget for all required funds.
- ☒ ☐ A public hearing on the budget was held in accordance with State statute.
- ☒ ☐ The local unit has not violated the Municipal Finance Act, an order issued under the Emergency Municipal Loan Act, or other guidance as issued by the Local Audit and Finance Division.
- ☒ ☐ The local unit has not been delinquent in distributing tax revenues that were collected for another taxing unit.
- ☒ ☐ The local unit only holds deposits/investments that comply with statutory requirements.
- ☒ ☐ The local unit has no illegal or unauthorized expenditures that came to our attention as defined in the *Bulletin for Audits of Local Units of Government in Michigan*, as revised (see Appendix H of Bulletin).
- ☒ ☐ There are no indications of defalcation, fraud or embezzlement, which came to our attention during the course of our audit that have not been previously communicated to the Local Audit and Finance Division (LAFD). If there is such activity that has not been communicated, please submit a separate report under separate cover.
- ☒ ☐ The local unit is free of repeated comments from previous years.
- ☒ ☐ The audit opinion is UNQUALIFIED.
- ☒ ☐ The local unit has complied with GASB 34 or GASB 34 as modified by MCGAA Statement #7 and other generally accepted accounting principles (GAAP).
- ☒ ☐ The board or council approves all invoices prior to payment as required by charter or statute.
- ☒ ☐ To our knowledge, bank reconciliations that were reviewed were performed timely.

If a local unit of government (authorities and commissions included) is operating within the boundaries of the audited entity and is not included in this or any other audit report, nor do they obtain a stand-alone audit, please enclose the name(s), address(es), and a description(s) of the authority and/or commission.

I, the undersigned, certify that this statement is complete and accurate in all respects.

<b>We have enclosed the following:</b>	Enclosed	Not Required (enter a brief justification)		
Financial Statements	<input checked="" type="checkbox"/>			
The letter of Comments and Recommendations	<input checked="" type="checkbox"/>			
Other (Describe)	<input type="checkbox"/>			
Certified Public Accountant (Firm Name) James M. Anderson, P.C.		Telephone Number (989) 563-2450		
Street Address P.O. Box 255		City Roscommon	State MI	Zip 48653
Authorizing CPA Sigr 	Printed Name James M. Anderson, CPA	License Number 1101017419		

Digitally signed by James M. Anderson, CPA  
DN: cn=James M. Anderson, CPA, o=US, ou=James M. Anderson, P.C., email=jma@m33access.com  
Date: 2007.09.28 11:46:55 -0400

**TRI-TOWN FIRE DEPARTMENT**  
**OSCODA COUNTY, MICHIGAN**  
**AUDITED FINANCIAL STATEMENTS**  
**MARCH 31, 2007**

# TRI-TOWN FIRE DEPARTMENT

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## James M. Anderson, P.C.

CERTIFIED PUBLIC ACCOUNTANT

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### INDEPENDENT AUDITOR'S REPORT

August 14, 2007

Department Board  
Tri-Town Fire Department  
1508 W. 11th Street  
Mio, Michigan 48647

I have audited the accompanying financial statements of the Tri-Town Fire Department, County of Oscoda, as of and for the year ended March 31, 2007. These financial statements are the responsibility of the Department's management. My responsibility is to express an opinion based on my audit.

I conducted my audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. I believe that my audit provides a reasonable basis for my opinion.

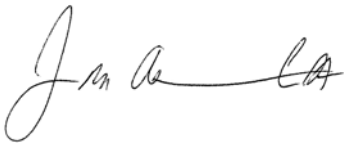
In my opinion, the financial statements referred to in the first paragraph present fairly, in all material respects, the financial position of the Tri-Town Fire Department, County of Oscoda, as of March 31, 2007, and the respective changes in financial position for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The management's discussion and analysis are not a required part of the basic financial statements, but are supplementary information required by accounting principles generally accepted in the United States of America. I have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the supplementary information. However, I did not audit the information and express no opinion on it.

MEMBER MACPA and AICPA

Page 2  
Department Board  
Tri-Town Fire Department  
August 14, 2007

My audit was conducted for the purpose of forming an opinion on the financial statements taken as a whole. The individual fund statements listed in the table of contents are presented for purposes of additional analysis and are not a required part of the combined financial statements of the Tri-Town Fire Department, County of Oscoda. The information has been subjected to the auditing procedures applied in the audit of the combined financial statements and, in my opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

A handwritten signature in cursive script, appearing to read "J M Anderson", written in dark ink.

JAMES M. ANDERSON, P.C.  
CERTIFIED PUBLIC ACCOUNTANT

## TRI-TOWN FIRE DEPARTMENT MANAGEMENT'S DISCUSSION & ANALYSIS

As management of the Tri-Town Fire Department (the "Department"), we offer readers of the Department's financial statements this narrative overview and analysis of the financial activities of the Department for the fiscal year ended March 31, 2007.

### Financial Highlights

- The assets of the Department exceeded its liabilities at the close of the most recent fiscal year by \$246,019 (*net assets*). Of this amount, \$38,444 (*unrestricted net assets*) may be used to meet the Department's ongoing obligations.
- The Department's total net assets decreased by \$15,539.
- As of the close of the current fiscal year, the Department's general fund reported an ending fund balance of \$38,444, a decrease of \$5,102 in comparison with the prior year.
- At the end of the current fiscal year, the unreserved fund balance for the general fund was \$38,444 or 44% of total general expenditures.

### Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the Department's basic financial statements. The Department's basic financial statements consist of three components: 1)Government-wide financial statements, 2)Fund financial statements, and 3)Notes to the financial statements. This report also contains other supplemental information in addition to the basic financial statements themselves.

**Government-wide financial statements.** The *Government-wide financial statements* are designed to provide readers with a broad overview of the Department's finances, in a manner similar to a private-sector business.

The *statement of net assets* presents information on all of the Department's assets and liabilities, with the difference between the two reported as *net assets*. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of the Department is improving or deteriorating.

The *statement of activities* presents information showing how the Department's net assets changed during the most recent fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

TRI-TOWN FIRE DEPARTMENT  
MANAGEMENT'S DISCUSSION AND ANALYSIS (CONTINUED)

Both of the Government-wide financial statements present functions of the Department that are principally supported by taxes and intergovernmental revenues (*governmental activities*). The governmental activities of the Department consist of a fire department.

The Government-wide financial statements can be found on pages 8-9 of this report.

**Fund financial statements.** A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Department, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

**Governmental funds.** *Governmental funds* are used to account for essentially the same functions reported as *governmental activities* in the Government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the fiscal year. Such information may be useful in evaluating the Department's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the Government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The Department maintains only one governmental fund. Information is presented in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the General Fund of the Department.

The Department adopts an annual appropriated budget. Budgetary comparison statements or schedules have been provided for the governmental funds herein to demonstrate compliance with the budget.

The basic governmental fund financial statements can be found on pages 10 & 12 of this report.

TRI-TOWN FIRE DEPARTMENT  
MANAGEMENT'S DISCUSSION AND ANALYSIS (CONTINUED)

**Notes to financial statements.** The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 14-20 of this report.

**Government-wide Financial Analysis**

A portion of the Department's net assets (84%) reflects its investments in capital assets (e.g., land, land improvements, buildings, and equipment); less any related debt used to acquire those assets that is still outstanding. The Department uses these capital assets to provide fire services to the community; consequently, these assets are *not* available for future spending.

**Department's Net Assets**

	Governmental Activities		Variance	%
	2007	2006		
Current and Other Assets	\$ 39,262	\$ 44,361	\$ (5,099)	(11.49)
Capital Assets, Net	207,575	218,012	(10,437)	(4.79)
Total Assets	246,837	262,373	(15,536)	(5.92)
Current Liabilities	818	815	3	0.37
Total Liabilities	818	815	3	0.37
Net Assets				
Invested in Capital Assets, Net				
of Related Debt	207,575	218,012	(10,437)	(4.79)
Unrestricted	38,444	43,546	(5,102)	(11.72)
<b>Total Net Assets</b>	<b>\$ 246,019</b>	<b>\$ 261,558</b>	<b>\$ (15,539)</b>	<b>(5.94)</b>



TRI-TOWN FIRE DEPARTMENT  
MANAGEMENT'S DISCUSSION AND ANALYSIS (CONTINUED)

The Department's net assets decreased by \$15,539 during the current fiscal year. Unrestricted net assets - the part of net assets that can be used to finance day to day operations, decreased by \$5,102 or 12%, during fiscal year 2007.

**Department's Changes in Net Assets**

	<b>Governmental Activities</b>		Variance	%
	2007	2006		
<b>Revenue:</b>				
General Revenue:				
Federal	\$ -0-	\$ 83,980	\$ (83,980)	(100.00)
Local Contributions	70,000	70,000	-0-	0.00
Fees	6,820	-0-	6,820	100.00
Interest	1,036	498	538	108.03
Other	4,151	3,267	884	27.06
<b>Total Revenue</b>	<u>82,007</u>	<u>157,745</u>	<u>(75,738)</u>	<u>(48.01)</u>
<b>Expenses:</b>				
Public Safety	<u>97,546</u>	<u>80,150</u>	<u>17,396</u>	<u>21.70</u>
<b>Total Expenses</b>	<u>97,546</u>	<u>80,150</u>	<u>17,396</u>	<u>21.70</u>
<b>Increase in Net Assets</b>	(15,539)	77,595	(93,134)	(120.03)
Net Assets, Beginning of Year	<u>261,558</u>	<u>183,963</u>	<u>77,595</u>	<u>42.18</u>
<b>Net Assets, End of Year</b>	<u><u>\$ 246,019</u></u>	<u><u>\$ 261,558</u></u>	<u><u>\$ (15,539)</u></u>	<u><u>(5.94)</u></u>

**Governmental activities.** The Department's total governmental revenues decreased by \$75,738 from last fiscal year. This was primarily attributed to revenue from a federal grant received in the prior year only. The expenses increased by \$17,396.

**Financial Analysis of the Government's Funds**

As noted earlier, the Department uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

TRI-TOWN FIRE DEPARTMENT  
MANAGEMENT'S DISCUSSION AND ANALYSIS (CONTINUED)

The only governmental fund is the General Fund of the Department. As a measure of the general fund's liquidity, it may be useful to compare both unreserved fund balance and total fund balance to total fund expenditures. Undesignated fund balance represents 44% of total general fund expenditures.

The fund balance of the General Fund decreased by \$5,102 during the current fiscal year.

**Capital Assets and Debt Administration**

**Capital assets.** The Department's investment in capital assets for its governmental activities as of March 31, 2007, amounted to \$207,575 (net of accumulated depreciation). Investment in capital assets includes land, land improvements, buildings, and equipment. Additions totaled \$27,121 for the fiscal year.

**Department's Capital Assets**  
(net of depreciation)

	<u>2007</u>	<u>2006</u>	<u>Total Percentage Change</u>
Land	\$ 9,509	\$ 9,509	0.00
Buildings and Improvements	39,874	40,096	(0.55)
Machinery and vehicles	<u>158,192</u>	<u>168,407</u>	<u>(6.07)</u>
Total	<u>\$ 207,575</u>	<u>\$ 218,012</u>	<u>(4.79)</u>

Additional information on the Department's capital assets can be found in note C on page 20 of this report.

**Requests for Information**

This financial report is designed to provide a general overview of the Department's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to:

**Tri-Town Fire Department**  
**1508 11<sup>th</sup> Street**  
**Mio, MI 48647**

TRI-TOWN FIRE DEPARTMENT  
STATEMENT OF NET ASSETS  
MARCH 31, 2007

ASSETS	
Current Asset:	
Cash and equivalents	\$ 39,262
Non-Current Assets:	
Capital Assets - Net	<u>207,575</u>
Total Assets	<u>246,837</u>
LIABILITIES	
Liabilities:	
Accounts payable	<u>818</u>
Total Liabilities	<u>818</u>
NET ASSETS	
Investment in Capital Assets	207,575
Unrestricted	<u>38,444</u>
Net Assets	<u>\$ 246,019</u>

The accompanying notes are an integral part of these statements

TRI-TOWN FIRE DEPARTMENT  
STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED MARCH 31, 2007

Program Expenses	
Salaries and wages	\$ 16,901
Fire runs	8,619
Employee training	515
Payroll taxes	1,994
Legal and professional	1,615
Insurance	15,490
Supplies	6,969
Repairs and maintenance	2,912
Electric	1,416
Heat	1,784
Telephone	573
Tower rent	1,200
Depreciation	<u>37,558</u>
Total Program Expenses	<u>97,546</u>
General Revenues	
Local Contributions	70,000
Fees	6,820
Interest	1,036
Other	<u>4,151</u>
Total General Revenues	<u>82,007</u>
Change in Net Assets	(15,539)
Net Assets	
Beginning of year	<u>261,558</u>
End of year	<u>\$ 246,019</u>

The accompanying notes are an integral part of these statements.

TRI-TOWN FIRE DEPARTMENT  
BALANCE SHEET  
MARCH 31, 2007

ASSETS

Cash and investments	<u>\$ 39,262</u>
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Total Assets	<u><u>\$ 39,262</u></u>
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LIABILITIES AND FUND EQUITY

Liabilities:

Accounts payable	<u>\$ 818</u>
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Total Liabilities	<u>818</u>
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Fund Equity:

Fund balance	<u>38,444</u>
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Total Fund Equity	<u>38,444</u>
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Total Liability and Fund Equity	<u><u>\$ 39,262</u></u>
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The accompanying notes are an integral part of these statements.

TRI-TOWN FIRE DEPARTMENT  
RECONCILIATION OF THE BALANCE SHEET FUND BALANCE TO  
THE STATEMENT OF NET ASSETS  
FOR THE YEAR ENDED MARCH 31, 2007

Total governmental fund balance	\$ 38,444
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Amounts reported for governmental activities in  
the statement of net assets are different because:

Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.	<u>207,575</u>
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Net assets of governmental activities	<u><u>\$ 246,019</u></u>
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The accompanying notes are an integral part of these financial statements.

TRI-TOWN FIRE DEPARTMENT  
STATEMENT OF REVENUE, EXPENDITURES AND  
CHANGES IN FUND BALANCE  
MARCH 31, 2007

Revenues:	
Local contributions	\$ 70,000
Fees	6,820
Interest	1,036
Other	<u>4,151</u>
Total Revenues	<u>82,007</u>
Expenditures:	
Salaries and wages	16,901
Fire runs	8,619
Employee training	515
Payroll taxes	1,994
Legal and professional	1,615
Insurance	15,490
Supplies	6,969
Repairs and maintenance	2,912
Electric	1,416
Heat	1,784
Telephone	573
Tower rent	1,200
Capital outlay	<u>27,121</u>
Total Expenditures	<u>87,109</u>
Excess:	
Revenue over (under) expenditures	(5,102)
Fund Balance April 1	<u>43,546</u>
Fund Balance - March 31	<u><u>\$ 38,444</u></u>

The accompanying notes are an integral part of these financial statements.

TRI-TOWN FIRE DEPARTMENT  
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND  
CHANGES IN FUND BALANCE OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED MARCH 31, 2007

Net Change in fund balance - total governmental funds \$ (5,102)

Amounts reported for governmental activities  
in the statement are different because:

Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which capital outlays exceeded depreciation in the current period. Equipment retirement is recorded as an expenditure credit in governmental funds, but not recorded as an expense in the statement of activities.

(10,437)

Change in net assets of governmental activities.

\$ (15,539)

The accompanying notes are an integral part of these financial statements.



TRI-TOWN FIRE DEPARTMENT  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED MARCH 31, 2007

NOTE A: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of the Tri-Town Fire Department conform to accounting principles generally accepted in the United States of America as applicable to governmental units. The following is a summary of the significant policies:

DEFINING THE REPORTING ENTITY

Tri-Town Fire Department is a joint venture between Big Creek Township, Elmer Township, and Mentor Township for the purpose of providing fire protection services to residents of the townships. The Tri-Town Fire Board is composed of the Supervisor of each of the three townships, two township board members from Big Creek Township and one township board member from each of Mentor Township and Elmer Township. As required by generally accepted accounting principles and Governmental Accounting standards Board (GASB) Statement no. 14 "The Financial Reporting Entity", these financial statements present Tri-Town Fire Department (primary government) and its component units. The criteria established by the GASB for determining the reporting entity includes oversight responsibility, fiscal dependency, and whether the financial statements would be misleading if data were not included.

**Governmental Accounting Standards Board Statement No.34**

State and local governments have traditionally used a financial reporting model substantially different from the one used to prepare private-sector financial reports. GASB 34 establishes new requirements and a new reporting model, much like private-sector financial reports, for the annual financial reports of state and local governments. The new format was developed to make annual reports of state and local governments easier to understand and more useful to users of governmental financial information.

*Management's Discussion and Analysis*-GASB 34 requires the financial statements be accompanied by a narrative introduction and analytical overview of Tri-Town Fire Department's financial activities in the form of management's discussion and analysis (MD&A). This analysis is similar to the analysis provided in the annual reports of private-sector organizations.

TRI-TOWN FIRE DEPARTMENT  
NOTES TO FINANCIAL STATEMENTS (CONTINUED)  
YEAR ENDED MARCH 31, 2007

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

*Government-Wide Financial Statements* - The reporting model includes financial statements prepared using full accrual accounting for all Tri-Town Fire Department's activities. This approach includes not just current assets and liabilities, but also capital and other long-term assets as well as long-term liabilities. Accrual accounting also reports all of the revenues and costs of providing services each year, not just those received or paid in the current year or soon thereafter. Government-wide financial statements include the following:

*Statement of Net Assets* - The statement of net assets is designed to display the financial position of the Primary Government (governmental and business-type activities) and the total of its discretely presented component parts. Tri-Town Fire Department reports capital assets in the government-wide statement of net assets and reports depreciation expense-the cost of "using up" capital assets - in the statement of activities. The net assets of Tri-Town Fire Department are broken down into three categories-1) invested in capital assets, net of related debt; 2) restricted; and 3) unrestricted.

*Statement of Activities* - The statement of activities reports expenses and revenues in a format that focuses on the cost of each of Tri-Town Fire Department's functions. The expense of individual functions is compared to the revenue generated directly by the function. Accordingly, Tri-Town Fire Department has recorded capital assets and certain other long-term assets and liabilities in the statement of net assets and has reported all revenues and the cost of providing services under the accrual basis of accounting in the statement of activities.

USE OF ESTIMATES

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

TRI-TOWN FIRE DEPARTMENT  
NOTES TO FINANCIAL STATEMENTS (CONTINUED)  
YEAR ENDED MARCH 31, 2007

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

BASIS OF PRESENTATION - GOVERNMENT-WIDE FINANCIAL STATEMENTS

The government-wide financial statements include the Statement of Net Assets and the Statement of Activities. These statements report financial information on the Tri-Town Fire Department as a whole, excluding fiduciary activities for non-adjudicated funds.

The Statement of Net assets presents Tri-Town Fire Department's assets and liabilities with the difference being reported as either invested in capital assets, net of related debt or restricted net assets.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function or segment are offset by general revenues. Direct expenses are those that are clearly identifiable with a specific function or segment.

BASIS OF PRESENTATION - FUND FINANCIAL STATEMENTS

Financial statements are provided for the operating fund (governmental fund). Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions.

GENERAL FUND

This fund is used to account for all financial transactions except those required to be accounted for in another fund. The fund includes the general operating expenditures of the local unit. Revenues are derived primarily from federal and state grants and local government contributions.

MEASUREMENT FOCUS/BASIS OF ACCOUNTING - GOVERNMENT-WIDE FINANCIAL STATEMENTS

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenue is recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenue in the year of which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

TRI-TOWN FIRE DEPARTMENT  
NOTES TO FINANCIAL STATEMENTS (CONTINUED)  
YEAR ENDED MARCH 31, 2007

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

MEASUREMENT FOCUS/BASIS OF ACCOUNTING – FUND FINANCIAL STATEMENTS

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenue is recognized as soon as it is both measurable and available. Revenue is considered to be available if it is collected within the current period or soon enough thereafter to pay liabilities for the current period. For this purpose, the unit considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

CAPITAL ASSETS AND DEPRECIATION

The Tri-Town Fire Department's property, plant, and equipment, with useful lives of more than one year are stated at historical cost and comprehensively reported in the government-wide financial statements. Donated assets are stated at fair value on the date donated. The department generally capitalizes assets with historical cost of normal maintenance more as purchase and construction outlays occur. The costs of normal maintenance and repairs that do not add to the asset value or materially extend useful lives are not capitalized. Capital assets are depreciated using the straight-line method. When capital assets are disposed, the cost and applicable accumulated depreciation are removed from the respective accounts and the resulting gain or loss is recorded in operations.

Estimated useful lives, in years, for depreciable assets are as follows:

Computers and peripherals	1-3 years
Office furniture	5-20 years
Vehicles	4-7 years
Buildings and improvements	25-40 years
Land improvements	10-20 years
Machinery and equipment	5-10 years

Land and construction in progress are not depreciated.

TRI-TOWN FIRE DEPARTMENT  
NOTES TO FINANCIAL STATEMENTS (CONTINUED)  
YEAR ENDED MARCH 31, 2007

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

DEPOSITS AND INVESTMENTS

The Tri-Town Fire Department's cash and cash equivalents are considered to be cash on hand, demand deposits and short term investments with original maturities of three months or less from date of acquisition.

State statutes authorize a governmental unit other than Tri-Town Fire Department to invest in bonds and other direct and certain indirect obligations of the U.S. Treasury; certificates of deposit, savings accounts, deposit accounts, or depository receipts of a bank, savings and loan association, or credit union, which is a member of the Federal Deposit Insurance Corporation, Federal Savings and Loan Insurance Corporation, or National Credit Union Administration, respectively; in commercial paper rated at the time of purchase within the three highest classifications established by not less than two standard rating services and which matures not more than 270 days after the date of purchase. The governmental unit is also authorized to invest in U.S. Government or federal agency obligation repurchase agreements, bankers' acceptances of U.S. banks, and mutual funds composed of investments as outlined above.

NOTE B - CASH AND INVESTMENTS

The balance sheet accounts and types of cash items are presented below:

<u>Balance Sheet Accounts</u>	<u>Amount</u>	<u>Cash Items</u>	<u>Amount</u>
Cash and investments	\$ 39,262	Checking & Savings Accounts	\$ 39,262
Total	<u>\$ 39,262</u>	Total	<u>\$ 39,262</u>

Deposits - At year-end, the carrying amount of the Department's deposits was \$39,262 and the bank balance was \$39,418. According to Section 330.8 of the Federal Deposit Insurance Corporation Rules and Regulations, 100% of the total bank balance was covered by federal depository insurance.

Deposits are categorized into these three categories of credit risk.

1. Insured or collateralized with securities held by the entity or by its agent in the entity's name.
2. Collateralized with securities held by the pledging financial institutions trust department or agent in the entity's name.
3. Uncollateralized.

	<u>Carrying Amount</u>	<u>Bank Balance</u>
Insured (FDIC)	\$ 39,262	\$ 39,418
Uninsured and Uncollateralized	<u>-0-</u>	<u>-0-</u>
Total Deposits	<u>\$ 39,262</u>	<u>\$ 39,418</u>

TRI-TOWN FIRE DEPARTMENT  
NOTES TO FINANCIAL STATEMENTS (CONTINUED)  
YEAR ENDED MARCH 31, 2007

NOTE B - CASH AND INVESTMENTS (CONTINUED)

Custodial Credit Risk

Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. Michigan law and the Department's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for investments. With respect to investments, custodial credit risk generally applies only to direct investments in marketable securities. Custodial credit risk does not apply to local government's indirect investment in securities through the use of mutual funds or government investment pools.

Interest Rate Risk

The Department has not adopted a policy that indicates how the Department will minimize interest rate risk, which is the risk that the market value of securities in the portfolio will fall due to changes in market interest rates, by limiting the weighted average maturity of its investment portfolio to less than a given period of time.

Concentration of Credit Risk

The Department has not adopted a policy that indicates how the Department will minimize concentration of credit risk, which is the risk of loss attributed to the magnitude of the Department's investment in a single issuer, by diversifying the investment portfolio so that the impact of potential losses from any one type of security or issuer will be minimized.

TRI-TOWN FIRE DEPARTMENT  
NOTES TO FINANCIAL STATEMENTS (CONTINUED)  
YEAR ENDED MARCH 31, 2007

NOTE C - CAPITAL ASSETS

The following is a summary of changes in the Capital Assets:

	<u>Balance 4/01/06</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance 3/31/07</u>
Land & Improvements	\$ 9,509	\$ -0-	\$ -0-	\$ 9,509
Capital Assets being Depreciated:				
Buildings & Improvements	94,989	2,256	-0-	97,245
Equipment & Vehicles	<u>436,091</u>	<u>24,865</u>	<u>-0-</u>	<u>460,956</u>
Total Capital Assets being depreciated	<u>531,080</u>	<u>27,121</u>	<u>-0-</u>	<u>558,201</u>
Less Accumulated Depreciation:				
Buildings & Improvements	54,893	2,478	-0-	57,371
Equipment & Vehicles	<u>267,684</u>	<u>35,080</u>	<u>-0-</u>	<u>302,764</u>
Total	<u>322,577</u>	<u>37,558</u>	<u>-0-</u>	<u>360,135</u>
Net Capital Assets being depreciated	<u>208,503</u>	<u>(10,437)</u>	<u>-0-</u>	<u>198,066</u>
Total Net Capital Assets	<u>\$ 218,012</u>	<u>\$ (10,437)</u>	<u>\$ -0-</u>	<u>\$ 207,575</u>

NOTE D - EXCESS OF EXPENDITURES OVER APPROPRIATIONS IN BUDGETARY FUNDS

During the year ended March 31, 2007 the Department incurred expenditures in excess of the amounts appropriated in the General Fund as in total by \$17,109.

NOTE F - PARTIAL SELF-INSURANCE

The Department is a member of the Township Participating Plan. Under most circumstance, the municipality's maximum coverage is limited as follows:

<u>Type</u>	<u>Limit</u>	<u>Deductible</u>
Property	\$ 407,000	\$ 100
Liability	2,000,000	-0-
Errors and Omission	2,000,000	-0-
Law Enforcement	2,000,000	-0-
Automobiles	2,000,000	100
Crime	10,000	-0-
Inland Marine	63,000	100
Workmen's Compensation	STATUTORY	-0-

TRI-TOWN FIRE DEPARTMENT  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
BUDGETARY COMPARISON SCHEDULE  
YEAR ENDED MARCH 31, 2007

	<u>Original Budget</u>	<u>Final Amended Budget</u>	<u>Actual</u>	<u>Variance Favorable Unfavorable</u>
REVENUES				
Local contributions	\$ 70,000	\$ 70,000	\$ 70,000	\$ -0-
Fees	-0-	-0-	6,820	6,820
Interest	-0-	-0-	1,036	1,036
Other	<u>-0-</u>	<u>-0-</u>	<u>4,151</u>	<u>4,151</u>
Total Revenues	<u>70,000</u>	<u>70,000</u>	<u>82,007</u>	<u>12,007</u>
EXPENSES				
Salaries and wages			16,901	
Fire runs			8,619	
Employee training			515	
Payroll taxes			1,994	
Legal and professional			1,615	
Insurance			15,490	
Supplies			6,969	
Repairs and maintenance			2,912	
Electric			1,416	
Heat			1,784	
Telephone			573	
Tower rent			1,200	
Capital outlay			<u>27,121</u>	
Total Expenses	<u>(1) 70,000</u>	<u>(1) 70,000</u>	<u>87,109</u>	<u>(17,109)</u>
EXCESS OF REVENUE OVER (UNDER) EXPENSES	-0-	-0-	(5,102)	(5,102)
FUND BALANCE, April 1	<u>43,546</u>	<u>43,546</u>	<u>43,546</u>	<u>-0-</u>
FUND BALANCE, March 31	<u>\$ 43,546</u>	<u>\$ 43,546</u>	<u>\$ 38,444</u>	<u>\$ (5,102)</u>

(1) Budgeted in total only.





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**COMMUNICATION OF SIGNIFICANT DEFICIENCIES  
AND MATERIAL WEAKNESSES**

August 14, 2007

Department Board  
Tri-Town Fire Department  
1508 W. 11<sup>th</sup> Street  
Mio, MI 48647

In planning and performing my audit of the financial statements of the governmental activities and major fund of the Tri-Town Fire Department, County of Oscoda, Michigan as of and for the year ended March 31, 2007, in accordance with auditing standards generally accepted in the United States of America, I considered Tri-Town Fire Department's internal control over financial reporting as a basis for designing my auditing procedures for the purpose of expressing my opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the governmental unit's internal control. Accordingly I do not express an opinion on the effectiveness of the governmental unit's internal control.

My consideration of internal control was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. However, as discussed below, I identified certain deficiencies in internal control that I consider to be material weaknesses.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or a combination of control deficiencies, that adversely affects the entity's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the entity's financial statements that is more than inconsequential will not be prevented or detected by the entity's internal control. I consider the following deficiencies to be significant deficiencies in internal control.


The relatively small number of people involved in the accounting functions of the Department and the design of the accounting system as developed by the state make it difficult to adequately segregate duties. Segregation of accounting duties is a fundamental method of strengthening internal control. However, in deciding what internal control procedures should be implemented, the Department Board must consider the costs of implementing them and weigh those costs against the benefits to be derived from their implementation.

MEMBER MACPA and AICPA

All Michigan governments are required to prepare financial statements in accordance with generally accepted accounting principals (GAAP). This is a responsibility of the Department's management. The preparation of financial statements in accordance with GAAP requires internal controls over both (1) recording, processing, and summarizing accounting data (i.e., maintaining internal books and records), and (2) reporting government-wide and fund financial statements, including the related footnotes (i.e., external financial reporting). As is the case with most small and medium-sized entities, the Department has historically relied on its independent external auditor to assist in the preparation of the government-wide financial statements and footnotes as part of its external financial reporting process. Accordingly, the Department's ability to prepare financial statements in accordance with GAAP is based, in part, on its reliance on its external auditors, who cannot, by definition, be considered a part of the government's internal controls. This condition was caused by the Department's determination that it is more cost effective to outsource the preparation of its annual financial statements to the auditors than to incur the time and expense of obtaining the necessary training and expertise required for the Department to perform this task internally.

A material weakness is a significant deficiency, or a combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the Department's internal control. I believe that the deficiencies described above are material weaknesses.

This communication is intended solely for the information and use of the Board and others within the organization. This restriction is not intended to limit the distribution of the report, which is a matter of public record.

A handwritten signature in dark ink, appearing to read 'J M Anderson', with a stylized flourish at the end.

JAMES M. ANDERSON, P.C.  
CERTIFIED PUBLIC ACCOUNTANT



## James M. Anderson, P.C.

CERTIFIED PUBLIC ACCOUNTANT

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August 14, 2007

Department Board  
Tri-Town Fire Department  
1508 W. 11<sup>th</sup> Street  
Mio, MI 48647

Dear Board Members:

I have audited the financial statements of the major fund and the aggregate remaining fund information of the Tri-Town Fire Department for the year ended March 31, 2007, and have issued my report thereon dated August 14, 2007. Professional standards require that I provide you with the following information related to my audit.

### My Responsibility Under U.S. Generally Accepted Auditing Standards and *Government Auditing Standards*

As stated in my engagement letter dated August 13, 2007, my responsibility, as described by professional standards, is to plan and perform my audit to obtain reasonable, but not absolute, assurance about whether the financial statements are free of material misstatement and are fairly presented in accordance with U.S. generally accepted accounting standards. Because an audit is designed to provide reasonable, but not absolute assurance and because I did not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by me.

As part of my audit, I considered the internal control of the Tri-Town Fire Department. Such considerations were solely for the purpose of determining my audit procedures and not to provide any assurance concerning such internal control.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, I performed tests of Department's compliance with certain provisions of laws, regulations, contracts, and grants. However, the objective of my tests was not to provide an opinion on compliance with such provisions.

### Significant Accounting Policies

Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of my engagement letter, I will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by the Department are described in Note A to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year. I noted no transactions entered into by the Department during the year that were both significant and unusual, and of which, under professional standards, I am required to inform you, or transactions for which there is a lack of authoritative guidance or consensus.

#### Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

#### Audit Adjustments

For purposes of this letter, professional standards define an audit adjustment as a proposed correction of the financial statements that, in my judgment, may not have been detected except through my auditing procedures. An audit adjustment may or may not indicate matters that could have a significant effect on Tri-Town Fire Department's financial reporting process (that is, cause future financial statements to be materially misstated). In my judgment, none of the adjustments I proposed, whether recorded or unrecorded by the Tri-Town Fire Department, either individually or in the aggregate, indicate matters that could have a significant effect on the Department's financial reporting process.

#### Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to my satisfaction, concerning a financial accounting, reporting, or auditing matter that could be significant to the financial statements or the auditor's report. I am pleased to report that no such disagreements arose during the course of my audit.

#### Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves applications of an accounting principle to the governmental unit's financial statements or a determination of the type of auditors' opinion that may be expressed on those statements, my professional standards require the consulting accountant to check with me to determine that the consultant has all the relevant facts. To my knowledge, there were no such consultations with other accountants.

#### Issues Discussed Prior to Retention of Independent Auditors

I generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Tri-Town Fire Department's auditor. However, these discussions occurred in the normal course of my professional relationship and my responses were not a condition to my retention.

Department Board  
Tri-Town Fire Department  
August 14, 2007  
Page 3

Difficulties Encountered in Performing the Audit

I encountered no significant difficulties in dealing with management in performing my audit.

This information is intended solely for the use of management, Department Board and the Michigan Department of Treasury and is not intended to be and should not be used by anyone other than these specified parties.

A handwritten signature in cursive script, appearing to read "James M. Anderson".

James M. Anderson, PC  
Certified Public Accountant